

Committee Information

Committee Name	Created By:	Number of Members	Term of Office Term Expiration Date Number of Terms Allowed	Meeting Schedule	Type of Report	Responsibility Eligibility Criteria
<p>Adjustment and Appeals Board</p> <p>County Staff: Community Development, 488-9300 David McDevitt, Development Review Director</p> <p>Secretary: Toni Scott, toni@mail.co.leon.fl.us 488-9300</p> <p>City Staff: Wade Pitt, 891-7000; Edie Harrison, 891-7041 Growth Management Dept., 300 S. Adams St (City Hall), Tallahassee, FL 32301 Physical Location: 100 W. Virginia St.</p> <p>Attorney: Harold Knowles (Secretary-Leslie) 215 S. Monroe St., Ste. 130 Tallahassee, FL 32301 222-3768</p>	County Ordinance 76-8; Code of Laws Appendix D	<p>7 members:</p> <p>3 - BCC</p> <p>3 - City</p> <p>1 appointed alternately by BCC and City (next alternate to be appointed by BCC in 2003)</p>	<p>3 year terms extending from July</p> <p>1. Terms expire June 30.</p> <p>Ordinance does not specify number of terms allowed.</p> <p>Vacancies are filled for remainder of unexpired term.</p>	2nd Thursday of each month @ City Commission Chamber 1:00 - 5:00 p.m.	No formal report required.	<p>Responsible for determining appeals of code-related (LDRs) interpretations and granting variances to the provisions of the LDRs based on documented hardship. Board must keep minutes of its proceedings showing the vote of each member ... and shall keep record of its examinations and other official actions which shall be immediately filed in the office of the Board of Adjustment & Appeals.</p> <p>County GEM responsibilities include application intake, preparation of recommendations for BCC review and action, developing and distribution BOAA agendas and notifying the public and interested parties of BOAA meetings (Revised by BCC action on March 19, 1996).</p> <p>Members file Financial Disclosure Form #1 with Supervisor of Elections.</p> <p>Eligibility Requirement: Must be a resident of Leon County, an owner of real property and a taxpayer.</p> <p>Members file Financial Disclosure Form #1 with Supervisor of Elections.</p>

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<p>2 Architectural Review Board</p> <p>Contact Information:</p> <p>Beth LaCivita, Executive Director Tallahassee Trust for Historic Preservation, Inc or Alyssa McManus</p> <p>423 East Virginia Street Tallahassee, FL 32301 Ph. 488-7100 FAX 488-7333</p> <p>Staff: Acting Planning Director: Val Hubbard 891-8633</p> <p>Planning Commission Chairman or Designee ("designee" approved by Ordinance 10/28/97) Planning Commission Chairman (elections are held in September; new chairman takes office in October)</p>	<p>Ch. 266.116 F.S., 1981 - Leon County Code Sec 10-853 (pg CD 10:162) Sec. 8.6, Ch. 27 - City Code</p> <p>Bylaws approved 6/28/94; ordinance amendments approved 8/9/94 and 10/28/97</p>	<p>10 members:</p> <p>4 - appointed by BCC 4 - appointed by City</p> <p>1 - Planning Commission (Chairman or his designee)</p> <p>1 - Planning Department Director</p> <p>As of 11/97, the Tallahassee Trust for Historic Preservation, Inc. (TTHP) (formerly Historic Preservation Board) is comprised of the sitting members of the HPB as of May 1997 when the Articles of Incorporation were approved. The TTHP may appoint up to 12 additional members. It will make recommendations to the Board for appointment to the ARB from its membership. City and County Commissions each select one TTHP member for appointment to the ARB.</p>	<p>As of 7/1994, initial terms were two and three years; thereafter, all terms are 3 years.</p> <p>Terms expire June 30</p> <p>Number of terms allowed: 2 full consecutive (except Planning Commission chairman and Planning Department Director)</p> <p>Vacancies are filled for the remainder of an unexpired term.</p>	<p>Noon, first Wednesday of every other month (unless no items are scheduled for the agenda.</p>	<p>Reports are required by the Federal Certified Local Government (CLG) program. Provides annual report to City and County, to be submitted in Nov. of each year for the previous fiscal year.</p>	<p>1. Reviews and makes recommendations on the listing of properties on the Local Register Historic Places; 2. Reviews changes, except for routine maintenance, to the exterior of properties zoned HPO, and issues or denies Certificates of Appropriateness; 3. When necessary to protect the character of property in the HPO, grants variances in accordance with the provisions stipulated in the applicable City or County ordinance; and 4. on behalf of City and County, administers federal Certified Local Government program for historic preservation. (Source: Bylaws adopted by BCC on 6/24/94.)</p> <p>Directs appeals of its decisions to the Planning Commission, which hears appeals and makes recommendations to the County Commission.</p> <p>Eligibility Criteria: 4 - owners of property zoned HPO (City and County each appoints two) 2 - members of American Institute of Architects (City and County each appoints one) 2 - members of Tallahassee Trust for Historic Preservation, Inc. (City and County each appoints one) Chairman of the Planning Commission, or designee Director of the Planning Department</p>

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<p>5 Bradfordville Community Center Board of Directors</p> <p>Tom Brantley, Dir, Facilities Mgmt, 488-1948 Don Lanham, Grants Coordinator, 488-9962</p> <p>Chairman: Don Whitehead, 878-8784 8216 Chicksaw Trail 32312</p>	BCC 6/10/1997	<p>7 members</p> <p>Each commissioner appoints one member</p>	Initial terms are one year (expire 6/30/1998). BCC appointed a full Board of Directors on 6/30/1998, with one and two-year staggered terms (three for one year and four for two years); thereafter all terms are two years.	The Board shall convene quarterly for a regularly scheduled meeting--at 6:00 p.m. on the last Monday of the month, at the Center. Additional meetings may be called either at the discretion of the Chair or by petition of three or more members of the Board. The Chair is responsible for notifying all members at least 24 hours in advance of any special meeting. The Community Center is located on the right side of Thomasville Road, just north of Bannerman Road.	<p>Make a report to the Board quarterly, or upon request, advising of income and expenditures and subject to approval of the Board, shall forward a quarterly report to the Commission and ensure that any expenditures of surplus funds over the cost of operation and maintenance first receives approval of the Board and the Commission. Present financial reports at all general meetings.</p>	<p>To preserve and protect the structure known as the "Historic Bradfordville Schoolhouse," by all means possible.</p> <p>Initial slate of nominees was presented to the BCC by citizens of the Bradfordville community.</p>

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<p>15 Contractors Licensing and Examination Board</p> <p>STAFF: Susan Roberts Community Development Contractors Licensing Board Administrator 488-9300</p> <p>Board Attorney Cherry Shaw Asst. County Attorney 301 S. Monroe St. Tallahassee, FL 32301 487-1008</p>	County Ordinance 74-22, Amended 9/8/1998	7 members. Each commissioner appoints one member. Building Inspection Department Director serves as non-voting executive secretary and keeps records of all proceedings.	3 years. Terms expire March 31. Number of terms allowed not specified in ordinance. Vacancies filled for remainder of unexpired term.	<p>First Thursday of each month, 4:30 p.m.</p> <p>Leon County Courthouse 301 S. Monroe Street 5th floor, Commission Chambers</p>		<p>RESPONSIBILITY: Accepts and approves or disapproves applications Administers Examinations for contractors licenses <i>Issues contractor certificates</i> Conducts hearings and Disciplines contractors for violations of building codes or State Statutes</p> <p>ELIGIBILITY CRITERIA: Category & Appointing Commissioner:</p> <p>Pool Contractor: At Large - DePuy (John Salvo) Consumer Representative: At Large - Thael (Katherine Beck) Building Contractor: District 1 - Proctor (William Muldrow) Business Person: District 2 - Sauls (Gus Winchester) Architect or Engineer: District 3 - Winchester (William Ervin) Consumer Representative: District 4 - Grippa (Huel Wheeler) Consumer Representative: District 5 - Rackleff (Helen Arnold)</p>

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<p>46 Workforce Development Board (Big Bend Jobs and Education Council)</p> <p>STAFF: Wyatt Pope Executive Director 325 John Knox Road, Bldg. F140 Tallahassee, Florida 32303 PH: 414-6085 ext. 212</p> <p>Desiree Wiemer Assistant 414-6085 ext. 202</p>	<p>BCC appointed initial members 6/11/1996.</p>	<p>10 members: 8 - appointed by BCC - private sector representatives 2 - appointed by BCC - a Community Based Representative, and an Organized Labor Representative</p>	<p>Initial terms are 2 and 3 years. All terms thereafter are 3-year terms. Terms expire June 30. Vacancies are filled for the remainder of an unexpired term.</p>	<p>Meets quarterly. Meeting dates and times posted on the website: www.bbjec.org.</p>		